

The purpose of this letter is to advise you of a new renewal schedule for your Delaware Real Estate license coming up for renewal soon.

New Renewal Schedule for Nonresident and Branch Office Licenses

The Real Estate Commission has decided to transition to the same renewal period for all Real Estate licenses. This means that all Nonresident and Branch Office licenses will expire on April 30 of even-numbered years instead of odd-numbered years. Currently, all other Real Estate licenses already renew even-numbered years.

This change will help licensees and continuing education providers plan and schedule continuing education courses more easily.

Transitioning to the New Schedule

When you renew a Nonresident Salesperson, Nonresident Broker or Branch Office license that expires on April 30, 2009, the new expiration date will be **April 30, 2012** instead of April 30, 2011. This three-year renewal will place your license on the same cycle as all other Real Estate licensees. Since you are renewing for a *three-year period*, instead of the usual two years, the renewal fee due by April 30, 2009 will be proportionally increased as follows:

- Nonresident Salespersons – \$201 (late fee \$101)
- Nonresident Brokers - \$399 (late fee \$200)
- Branch Offices - \$152 (late fee \$76)

This is a *one-time-only* increase. The two-year renewal fees will resume for the April 2012 renewal.

Continuing Education

Even though your 2009 renewal will be for three years, the Commission has decided that *you will not be required to complete any additional continuing education to renew your license*. For information about the continuing education requirement, visit www.dpr.delaware.gov. Click on *Real Estate* and then on *Continuing Education Requirement*.

Renewing Licenses Online

This change does not impact online renewal. You may submit your renewal application and pay the fee online. Renewal notices will be mailed in February 2009. The notice will explain how to access online renewal and how to request a paper renewal application if you choose not to renew online. If your renewal application is not submitted online or postmarked before May 1, 2009, the late fee will be added. To assure that your renewal notice reaches you, please check and update your contact information online at dpr.delaware.gov.

If you have any questions, please email customerservice.dpr@state.de.us or call (302) 744-4500.

Sincerely,

DELAWARE REAL ESTATE COMMISSION